



February 02, 2016


The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

12 February 2, 2016


PATRICK OGAWA
ACTING EXECUTIVE OFFICER

**ESTABLISH CAPITAL PROJECT; APPROVE PROJECT BUDGET AND RELATED
APPROPRIATION ADJUSTMENT FOR THE LAC+USC MEDICAL CENTER OUTPATIENT
DEPARTMENT BUILDING FOURTH FLOOR ADULT MEDICINE CLINIC RENOVATION PROJECT
(C.P. NO. 87313)
(FIRST DISTRICT) (4 VOTES)**

SUBJECT

Establish Capital Project No. 87313 for the LAC+USC Medical Center Outpatient Department Building Fourth Floor Adult Medicine Clinic Renovation Project, approve project budget, appropriation adjustment, and authorize the Department of Health Services and Department Public Works to deliver the Project using a Job Order Contract previously approved by the Board.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed LAC+USC Medical Center (LAC+USC MC) Outpatient Department Building Fourth Floor Adult Medicine Clinic Renovation Project is categorically exempt under the California Environmental Quality Act (CEQA) for reasons stated herein.
2. Establish Capital Project (CP) No. 87313 and approve the total project budget of \$3,951,000 for the LAC+USC MC Outpatient Department Building Adult Medicine Clinic.
3. Approve an appropriation adjustment to reallocate \$3,951,000 from DHS's Obligated Fund Balance Committed for DHS to fully fund the LAC+USC MC Outpatient Department Building Fourth Floor Adult Medicine Clinic Renovation Project, Capital Project No. 87313.
4. Authorize the Department of Health Services (DHS) and Department of Public Works (DPW) to

complete the project using a Job Order Contract (JOC) previously approved by the Board.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed LAC+USC Medical Center Outpatient Department Building Fourth Floor Adult Medicine Clinic Renovation Project (Project) is exempt from the CEQA and authorize DHS and DPW to proceed with the Project using a Board approved JOC procured and administered by DPW.

The proposed Project is an innovative and patient-centered redesign of the 4th Floor East Wing in the Outpatient Department Building at LAC+USC MC located at 2010 Zonal Ave., in the City of Los Angeles. This area currently houses one of the largest Primary Care Clinics in DHS and it serves a population of approximately 50,000 patients empaneled to LAC+USC MC.

The proposed renovation consists of approximately 13,325 square foot of interior building modifications to improve the physical accommodations to enable delivery of adult medicine ambulatory care services in accordance with the Patient Centered Medical Home model endorsed by primary care professional societies and adopted by DHS as the cornerstone of the health care delivery system. It will enhance operational efficiency; provide space for patient education, group visits, and conference rooms and reconfigure provider workspace. Improvements include: renovation of exam rooms and restrooms; centralization of registration, waiting and processing areas to improve patient flow; widening of corridors; removal of obstructions and renovations to comply with American with Disabilities Act requirements. The overall appearance of the clinic will be improved to create a pleasant environment for patients and staff by upgrading lighting, ceilings, doors, walls and flooring. With the proposed renovations, DHS wants to attract more managed care patients into the LAC+USC MC.

Construction documents for the Project have been prepared by a DPW Board approved as-needed architectural engineering design firm and are pending final approval by DPW Building and Safety Division.

The proposed renovation work will be completed using a Board-approved JOC procured by DPW with oversight from the DHS Capital Projects Division. The proposed Project is scheduled to be completed in October 2016.

Sustainable Design Program

The proposed Project will support the Board's Policy for Green Building/Sustainable Design Program to the extent feasible by using energy efficient lighting, building materials that are composed of recycled material, and minimizing the amount of demolition material disposed in landfills.

Implementation of Strategic Plan Goals

The recommended actions will support Goal 1, Operational Effectiveness/Fiscal Sustainability, and Goal 3, Integrated Services Delivery, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total estimated project cost is \$3,951,000 including base construction, contingency allowance,

civic art, inspection and testing services, and project management services.

Approval of the attached appropriation adjustment will reallocate \$3,951,000 from DHS's Obligated Fund Balance Committed for DHS to fully fund the Project, CP No. 87313. Upon Board approval of the appropriation adjustment, Attachment I, sufficient appropriation will be included in the Fiscal Year 2015-16 Capital Projects/Refurbishments Budget to fully fund the proposed project. The project Budget Summary is included in Attachment II.

Operating Budget Impact

The proposed Project will not have an impact on the current operational budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Civic Art Policy adopted on December 7, 2004 and revised on December 15, 2009, the Project budget will include one percent of design and construction costs to be allocated to the Civic Art Fund.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from the CEQA according to Section 15301 (a) of the State CEQA Guidelines and the revised County of Los Angeles Environmental Document Reporting Procedures and Guidelines and Class 1 (d) adopted by the Board on November 17, 1987, because the Project provides for minor alteration, repair or replacement of existing facilities and mechanical equipment involving negligible or no expansion of an existing use.

CONTRACTING PROCESS

Construction of the Project will be accomplished using a Board-approved JOC procured and administered by DPW.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Clinical services in the area to be remodeled will be vacated, and relocated temporarily to the existing clinic on the Second Floor in order to reduce operational impacts to the patients and staff as well as to expedite the renovation work.

The Honorable Board of Supervisors

2/2/2016

Page 4

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mitchell Katz". The signature is fluid and cursive, with the first name "Mitchell" written in a larger, more prominent script than the last name "Katz".

Mitchell H. Katz, M.D.

Director

Mitchell H. Katz

M.D. Director

MHK:js

Enclosures

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors
Art Commission
Auditor Controller

PINK

BA FORM 03/13

BOARD OF
SUPERVISORS
OFFICIAL COPY

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF HEALTH SERVICES

DEPT'S.
NO. 110

January 15, 2016

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2015-16

4 - VOTES

SOURCES

BA DETAIL - SEE ATTACHMENT PAGE 1

USES

BA DETAIL - SEE ATTACHMENT PAGE 1

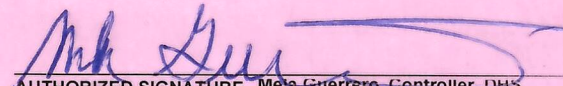
SOURCES TOTAL: \$ 11,853,000

USES TOTAL: \$ 11,853,000

JUSTIFICATION

This budget adjustment is necessary to establish and fully fund the LAC+USC Medical Center Outpatient Department Building Fourth Floor Adult Medicine Clinic Renovation project from DHS's Obligated Fund Balance Committed for DHS.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES


AUTHORIZED SIGNATURE Meta Guerrero, Controller, DHS

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

- 12

FEB 02 2016


PATRICK O'CONNELL
ACTING EXECUTIVE OFFICER

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR ---

☐ ACTION

☒ RECOMMENDATION

AUDITOR-CONTROLLER

BY 

B.A. NO. 075

Jan-19 2016

☒ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY 

January 19 2016

**DEPARTMENT OF HEALTH SERVICES
REQUEST FOR APPROPRIATION ADJUSTMENT
CAPITAL PROJECTS/REFURBISHMENTS
FISCAL YEAR 2015-16**

4 VOTES

SOURCES:

DHS Enterprise Fund
MN2-3078
Committed for DHS 3,951,000
Decrease Obligated Fund Balance

LAC+USC Healthcare Network
MN4-HG-96-9911-60010
Operating Transfers In 3,951,000
Increase Revenue

Total Enterprise Fund \$ 7,902,000

Ent Sub - LAC+USC Healthcare Network
A01-AC-6100-21200-21224
Other Financing Uses 3,951,000
Decrease Appropriation

Total General Fund \$ 3,951,000

Total \$ 11,853,000

USES:

DHS Enterprise Fund
MN2-HS-6100-60070
Other Financing Uses 3,951,000
Increase Appropriation

LAC+USC Healthcare Network
MN4-HG-96-9912-60010
Operating Subsidy - General Fund 3,951,000
Decrease Revenue

Total Enterprise Fund \$ 7,902,000

Health Services
LAC+USC Outpt 4th FL Adult Med Clinic Renovation
A01-CP-6014-65036-87313
Capital Assets - Building & Improv. 3,951,000
Increase Appropriation

Total General Fund \$ 3,951,000

Total \$ 11,853,000

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

- 1 2

FEB 0 2 2016


PATRICK O'QUINN
ACTING EXECUTIVE OFFICER

BA# 075

Longfellow Jan 19, 2016

**ESTABLISH CAPITAL PROJECT; APPROVE PROJECT BUDGET AND RELATED
APPROPRIATION ADJUSTMENT FOR THE LAC+USC MEDICAL CENTER
OUTPATIENT DEPARTMENT BUILDING FOURTH FLOOR ADULT MEDICINE
CLINIC RENOVATION PROJECT, (C.P. NO. 87313)**

I. BUDGET SUMMARY

Budget Category	Proposed Budget
Design	0
Construction	2,888,000
Change Order Allowance	433,000
Consultant Services	116,000
Jurisdictional Review	15,000
County Services	440,000
Civic Art	29,000
Other	30,000
	<u>\$3,951,000</u>